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fice Memorandum • UNITED STATES GOVERNMENT

: Chief. General Services

DATE:

FROM : Chief, Organization and Methods Service

SUBJECT: Cable Copies.

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1. Transmitted herewith is the report of my examiner, Robert relative to the number of cable copies which are distributed from the Signal Center on incoming cables.

2. I recommend that since

- a. Inspection and Security does not seem to feel there is any particular problem incurred by reason of the number of copies now issued, and
- b. distribution now in effect was set up after the OPC-OSO merger, and has the approval of the DD/P,

that the present system be tried for a little longer time to see whether there are any further difficulties.

3. I also recommend that

- a. the Signal Center review from time to time the distribution copies to ascertain whether new adjustments are necessary (we will be glad to do this for them if they so wish),
- b. the division chiefs be instructed to request additional copies rather than have the extra copies of cables typewritten.

4. This last suggestion is made because apparently copying cables is a security violation.

W. L. PEEL

Attachment Report

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